

EVALUATOR WORK SHEET - FG OSPR 1963

Name of Facility or Vessel Plan : _____

Contingency Plan Number: _____

Date of drill: _____ Name of Evaluator: _____

Other agencies represented and contact numbers if available:

Listing of drill objectives: Instructions: Mark the objectives exercised during this drill. Provide comments, detailing objectives that worked well or that were deficient.

Objective 1 – NOTIFICATIONS

Met:	Not Met:	Not Tested:	Not Observed:
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Test the notification procedures identified in the contingency plan.

Objective 2 – STAFF MOBILIZATION

Met:	Not Met:	Not Tested:	Not Observed:
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Demonstrate the ability to assemble the spill response organization identified in the contingency plan.

Objective 3.1 – UNIFIED COMMAND

Met:	Not Met:	Not Tested:	Not Observed:
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Demonstrate the ability of the spill response organization to form or interface with a Unified Command.

Sub-objective 3.1.1 – FEDERAL REPRESENTATION

Met:	Not Met:	Not Tested:	Not Observed:
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Demonstrate the ability to consolidate the concerns and interests of the other members of the Unified Command into a unified strategic plan with tactical operations.

Sub-objective 3.1.2 – STATE REPRESENTATION

Met:	Not Met:	Not Tested:	Not Observed:
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Demonstrate the ability to function within the Unified Command structure, and reflect state concerns and goals.

Sub-objective 3.1.3 – LOCAL REPRESENTATION

Met:	Not Met:	Not Tested:	Not Observed:
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Demonstrate the ability to function within the Unified Command structure.

Sub-objective 3.1.4 – RESPONSIBLE PARTY REPRESENTATION

Met:	Not Met:	Not Tested:	Not Observed:
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Demonstrate the ability to implement their response plan and insure the tactical objectives of that plan are consistent with the strategic objectives of the Area Contingency Plan, the approved contingency plan, or the spill/drill scenario.

Objective 3.2 – RESPONSE MANAGEMENT SYSTEM

Met:	Not Met:	Not Tested:	Not Observed:
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Demonstrate the ability of the spill response organization to operate within the framework of the response management system identified in their respective plans.

Sub-objective 3.2.1 – OPERATIONS

Met:	Not Met:	Not Tested:	Not Observed:
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Demonstrate the ability to coordinate or direct operations related to the implementation of action plans contained in the respective contingency plans or those developed by the Unified Command for the drill.

Sub-objective 3.2.2 – PLANNING

Met:	Not Met:	Not Tested:	Not Observed:
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Demonstrate the ability to consolidate the various concerns of the members of the Unified Command into joint planning recommendations using initial response plans, daily work plans and specific long range strategic plans. Demonstrate the ability to develop short range tactical plans for the Operations Division.

CA 1 – PLANNING, SITUATION UNIT

Met:	Not Met:	Not Tested:	Not Observed:
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Demonstrate the ability to collect, compile, display and disseminate current spill response information including the amount and type of oil spilled, its location and trajectory, natural resources impacted, and the locations of the spill response command post, staging and operational areas utilizing written forms, charts, tables and photographs in a location and scale that is sufficient for the needs of the response management team, including maintenance of the incident situation display.

CA 2 – PLANNING, RESOURCES UNIT

Met:	Not Met:	Not Tested:	Not Observed:
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Demonstrate the ability to maintain the status of all incident resources.

CA 3 – PLANNING, ENVIRONMENTAL UNIT

Met:	Not Met:	Not Tested:	Not Observed:
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Demonstrate the ability to prepare environmental data including assessments, modeling, surveillance, resources at risk, and impacts on environmentally sensitive sites.

CA 4 – PLANNING, RESOURCES AT RISK TECHNICAL SPECIALIST

Met:	Not Met:	Not Tested:	Not Observed:
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Demonstrate the ability to identify natural resources thought to be at risk from exposure to spilled oil through the gathering and analysis of known and anticipated oil movement and the location of natural, cultural and economic resources, and to prioritize a list of resources for protection based on the relative importance of the resources and the relative risk of exposure.

Sub-objective 3.2.3 – LOGISTICS

Met:	Not Met:	Not Tested:	Not Observed:
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Demonstrate the ability to provide the necessary support of both the short and long term action plans integrating all available response resources from the private and public sectors.

Sub-objective 3.2.4 – FINANCE

Met:	Not Met:	Not Tested:	Not Observed:
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Demonstrate the ability to conduct and document the daily expenditures of the organization and provide cost estimates for continuing operations.

Sub-objective 3.2.5 – PUBLIC AFFAIRS

Met:	Not Met:	Not Tested:	Not Observed:
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Demonstrate the ability to form an Information Center, provide the necessary interface between the Unified Command and the media, and conduct at least one media event as appropriate for the drill scenario.

Sub-objective 3.2.6 – SAFETY

Met:	Not Met:	Not Tested:	Not Observed:
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Demonstrate the ability to monitor all field operations and ensure compliance with safety standards. Complete a site safety plan, if required for this drill.

Sub-objective 3.2.7 – LEGAL AFFAIRS

Met:	Not Met:	Not Tested:	Not Observed:
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Demonstrate the ability to provide the Unified Command with suitable legal advice and assistance.

CA 5 – LIAISON

Met:	Not Met:	Not Tested:	Not Observed:
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Demonstrate the ability to form an Inter-Agency/Multi-Agency Coordinating group, provide liaison between the Incident Command and Agency Representatives and coordinate the first IAC/MAC Group meeting as appropriate for the drill scenario.

Objective 4 – SOURCE CONTROL

Met:	Not Met:	Not Tested:	Not Observed:
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Demonstrate the ability of the spill response organization to control and stop the discharge at the source.

Sub-objective 4.1 – VESSEL EMERGENCY SERVICES (formerly called Salvage)

Met:	Not Met:	Not Tested:	Not Observed:
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Demonstrate the ability to assemble and deploy the vessel emergency services resources identified in the response plan.

Sub-objective 4.2 – FIREFIGHTING

Met:	Not Met:	Not Tested:	Not Observed:
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Demonstrate the ability to assemble and deploy the firefighting resources identified in the response plan.

Sub-objective 4.3 – LIGHTERING

Met:	Not Met:	Not Tested:	Not Observed:
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Demonstrate the ability to assemble and deploy the lightering resources identified in the response plan.

Sub-objective 4.4 – OTHER VESSEL EMERGENCY SERVICES (formerly called Salvage) EQUIPMENT AND DEVICES.

Met:	Not Met:	Not Tested:	Not Observed:
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Demonstrate the ability to assemble and deploy the vessel emergency services equipment and devices resources identified in the response plan.

Objective 5 – ASSESSMENT

Met:	Not Met:	Not Tested:	Not Observed:
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Demonstrate the ability of the spill response organization to provide an initial assessment of the discharge and provide continuing assessments of the effectiveness of the tactical operations.

Objective 6 – CONTAINMENT

Met:	Not Met:	Not Tested:	Not Observed:
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Demonstrate the ability of the spill response organization to contain the discharge at the source or in various locations for recovery operations.

Objective 7 – RECOVERY

Met:	Not Met:	Not Tested:	Not Observed:
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Demonstrate the ability of the spill response organization to recover the discharged product.

Sub-objective 7.1 – ON WATER RECOVERY

Met:	Not Met:	Not Tested:	Not Observed:
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Demonstrate the ability to assemble, deploy and effectively operate the on water recovery resources identified in the response plans, including open water and close to shore as needed for the scenario.

Sub-objective 7.2 – SHORE BASED RECOVERY

Met:	Not Met:	Not Tested:	Not Observed:
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Demonstrate the ability to assemble and deploy the shore side clean up resources identified in the response plans.

CA 6 – DISPERSANTS

Met:	Not Met:	Not Tested:	Not Observed:
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Demonstrate the ability to evaluate the use of chemical dispersants utilizing the state and federal dispersant use policies and procedures adopted in the Region IX Regional Contingency Plan and the federal area plans, including: identify and mobilize the necessary equipment and personnel; utilize the appropriate FOSC checklists and evaluation forms (pre-approval or case-by-case dispersant use approval); activate the Regional Response Team (RRT) For case-by-case dispersant approval and provide sufficient information for a recommendation to be made by the RRT; develop all necessary documentation of actions taken; and, if appropriate, develop and dispersant use plan for inclusion in the Incident Action Plan (IAP).

CA 7 – IN-SITU BURNING

Met:	Not Met:	Not Tested:	Not Observed:
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Demonstrate the ability to evaluate the use of in-situ burning utilizing state and federal policies and procedures as adopted in the federal area contingency plans, including: identify and mobilize the necessary equipment and personnel; establish and coordinate communications with the local air quality management districts; complete the in-situ burning checklists and evaluation forms; activate the Regional Response Team (RRT) and provide sufficient information for a recommendation to be made by the RRT; document actions taken; and, if appropriate, develop an in-situ burning plan for inclusion in the IAP.

CA 8 – BIOREMEDIATION

Met:	Not Met:	Not Tested:	Not Observed:
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Demonstrate the ability to evaluate the use of bioremediation utilizing state and federal policies and procedures as adopted in the federal area contingency plans, including: identify and mobilize the necessary equipment and personnel; develop all necessary documentation of actions taken; and, if appropriate, develop a bioremediation plan for inclusion in the IAP.

Objective 8 – PROTECTION

Met:	Not Met:	Not Tested:	Not Observed:
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Demonstrate the ability of the spill response organization to protect the environmentally and economically sensitive areas identified in the approved contingency plans and Federal Area Plans.

Sub-objective 8.1 – PROTECTIVE BOOMING

Met:	Not Met:	Not Tested:	Not Observed:
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Demonstrate the ability to assemble and deploy sufficient resources to implement the protection strategies contained in the approved contingency plans or Federal Area Plans.

Sub-objective 8.2 – WATER INTAKE PROTECTION

Met:	Not Met:	Not Tested:	Not Observed:
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Demonstrate the ability to quickly identify water intakes and implement the proper protection procedures from the contingency plan or develop a plan for use.

Sub-objective 8.3 – WILDLIFE RECOVERY AND REHABILITATION

Met:	Not Met:	Not Tested:	Not Observed:
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Demonstrate the ability to quickly identify these resources at risk and implement the proper protection and recovery procedures consistent with state regulations and the contingency plan.

Sub-objective 8.4 – POPULATION PROTECTION

Met:	Not Met:	Not Tested:	Not Observed:
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Demonstrate the ability to quickly identify health hazards associated with the discharged product, the population at risk from these hazards and implement the proper protection procedures or develop a plan for use.

Objective 9 – DISPOSAL

Met:	Not Met:	Not Tested:	Not Observed:
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Demonstrate the ability of the spill response organization to dispose of the recovered material and contaminated debris.

CA 9 – WASTE MANAGEMENT

Met:	Not Met:	Not Tested:	Not Observed:
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Demonstrate the ability to properly manage the recovered material and contaminated debris, and to develop the waste management plan for approval by the Unified Command. The plan will include appropriate procedures for obtaining permits and/or waivers, waste characterization, waste minimization, volumetric determination, and overall waste management and final disposition, as appropriate. Note: Interface with the liaison officer to facilitate contacts with appropriate state and local agencies.

Objective 10 – COMMUNICATIONS

Met:	Not Met:	Not Tested:	Not Observed:
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Demonstrate the ability to establish an effective communications system for the response organization.

Sub-objective 10.1 – INTERNAL COMMUNICATIONS

Met:	Not Met:	Not Tested:	Not Observed:
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Demonstrate the ability to establish an intra-organization communications system. This encompasses communications both within the administrative elements and the field units.

Sub-objective 10.2 – EXTERNAL COMMUNICATIONS

Met:	Not Met:	Not Tested:	Not Observed:
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Demonstrate the ability to establish communications with external advisory and support elements.

Objective 11 – TRANSPORTATION

Met:	Not Met:	Not Tested:	Not Observed:
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Demonstrate the ability to provide effective multi-mode transportation both for execution of the discharge and support functions.

Sub-objective 11.1 – LAND TRANSPORTATION

Met:	Not Met:	Not Tested:	Not Observed:
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Demonstrate the ability to provide effective land transportation for all elements of the response.

Sub-objective 11.2 – WATERBORNE TRANSPORTATION

Met:	Not Met:	Not Tested:	Not Observed:
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Demonstrate the ability to provide effective waterborne transportation for all elements of the response.

Sub-objective 11.3 – AIRBORNE TRANSPORTATION

Met:	Not Met:	Not Tested:	Not Observed:
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Demonstrate the ability to provide effective airborne transportation for all elements of the response, include as necessary spill tracking.

Objective 12 – PERSONNEL SUPPORT

Met:	Not Met:	Not Tested:	Not Observed:
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Demonstrate the ability to provide the necessary support of all personnel associated with the response.

Sub-objective 12.1 – MANAGEMENT

Met:	Not Met:	Not Tested:	Not Observed:
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Demonstrate the ability to provide administrative management of all personnel involved in the response. This includes the ability to move and track personnel within or into or out of the response organization with established procedures.

Sub-objective 12.2 – BERTHING

Met:	Not Met:	Not Tested:	Not Observed:
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Demonstrate the ability to provide overnight accommodations on a continuing basis for a sustained response.

Sub-objective 12.3 – MESSING

Met:	Not Met:	Not Tested:	Not Observed:
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Demonstrate the ability to provide suitable feeding arrangements for personnel involved in the response.

Sub-objective 12.4 – ADMINISTRATIVE SPACES

Met:	Not Met:	Not Tested:	Not Observed:
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Demonstrate the ability to provide suitable administrative spaces for personnel involved with the management of the response.

Sub-objective 12.5 – EMERGENCY SERVICES

Met:	Not Met:	Not Tested:	Not Observed:
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Demonstrate the ability to provide emergency services for personnel involved in the response. This includes medical and personal emergencies.

Objective 13 – EQUIPMENT MAINTENANCE AND SUPPORT

Met:	Not Met:	Not Tested:	Not Observed:
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Demonstrate the ability to maintain and support all equipment associated with the response.

Sub-objective 13.1 – RESPONSE EQUIPMENT

Met:	Not Met:	Not Tested:	Not Observed:
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Demonstrate the ability to provide effective maintenance and support for all response equipment.

Sub-objective 13.2 – RESPONSE SUPPORT EQUIPMENT

Met:	Not Met:	Not Tested:	Not Observed:
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Demonstrate the ability to provide effective maintenance and support for all equipment that supports the response. This includes, communications equipment, transportation equipment, administrative equipment, etc.

Objective 14 – PROCUREMENT

Met:	Not Met:	Not Tested:	Not Observed:
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Demonstrate the ability to establish an effective procurement system.

Sub-objective 14.1 – PERSONNEL

Met:	Not Met:	Not Tested:	Not Observed:
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Demonstrate the ability to procure sufficient personnel to mount and sustain an organized response. This includes insuring that all personnel have qualifications and training required for their position within the response organization.

Sub-objective 14.2 – RESPONSE EQUIPMENT

Met:	Not Met:	Not Tested:	Not Observed:
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Demonstrate the ability to procure sufficient response equipment to mount and sustain an organized response.

Sub-objective 14.3 – SUPPORT EQUIPMENT

Met:	Not Met:	Not Tested:	Not Observed:
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Demonstrate the ability to procure sufficient support equipment to support and sustain an organized response.

Objective 15 – DOCUMENTATION

Met:	Not Met:	Not Tested:	Not Observed:
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Demonstrate the ability of the spill response organization to document all operational and support aspects of the response and provide detailed records of decisions and actions taken. Be able to provide these documents as requested to the Administrator.

GENERAL COMMENTS:

EVALUATOR SIGNATURE: _____

FIELD OFFICE _____

HEADQUARTERS : _____

RECOMMEND CREDIT APPROVED: _____

WITHHELD : _____

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Questions or comments regarding the Drills and Exercises Program can be directed to either:

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